

St Therese School Board of Trustees

Minutes of Meeting

Thursday 30 May 2024

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12/10/24*

Present: Mr B. Kurian, (Proprietor's Rep and Presiding Member), Ms L, Geaney (Principal), Father Arul (Proprietor's Rep), Mrs L. Ata (Parent Rep), Mrs L. Murillo (Parent Rep), Mr J. Gregory (Parent Rep), Mx V. Goodier (Staff Rep), Mrs R. Paterson (Minute Secretary)

The Meeting opened at 6pm with a prayer from Father Arul

Minutes of Previous Meeting

The Minutes of 11 April 2024 were passed as a true and accurate record.

Moved: Benjamin Kurian

Seconded: Ms L. Geaney

Action Plan

The Board will meet at 5.30pm, prior to the next meeting of Thursday 27 June 2024

A photograph of the Board will be taken at the end of this meeting.

Professional Development will be undertaken at the next available opportunity.

Investigation of the purchase of a school van is ongoing.

Inwards Correspondence

There was no inwards correspondence.

Special Character Report

As tabled by Vicky Goodier, Director of Religious Studies and placed on the screen for the Board to read and discuss. The term topic of 'Harmony' works well with our value 'Compassion'. Vicky praised the new Religious Education Curriculum and reported it has been well received by students.

Vicky Goodier moved that the Special Character Report be accepted.

Seconded: Loremie Murillo

Principal's Report

As tabled by Laura Geaney (Principal). The Strategic Plan was placed on the screen for the Board to peruse and discuss. The Catholic Education of School Age Children – Community and the Common Good document was read by trustees.

Laura reported that student attendance is very good. The Mt Roskill MP Carlos Cheung recently visited the school and offered to help increase our visibility in the community. The Reading Together programme was attended by a group of engaged parents and was well received. The school production preparation is underway. Language weeks continue to be celebrated, and the Lego room and engineering group are more ways to promote opportunities of learning to the students.

The school audit report is completed and will be tabled at the next meeting. The old playground has been deemed unsafe and will be demolished and removed from the site. The library roof is to be repaired.

Laura advised of the ERO (Education Review Office) requirements and that they will be in attendance week 6 of Term 3 spending 3 days at the school. Laura tabled the Board Assurance Statement and will discuss it in detail with trustees. She advised that a meeting with Board members will be scheduled.

At the end of term 1, 2025 Laura will be eligible to apply for a sabbatical. The Board agreed they were happy to support her application.

Policies

Employer Responsibility Policy

The Policy for Employer Responsibility was tabled for the Board to read and discuss.

Laura Geaney moved that the Employer Responsibility Policy be ratified.

Seconded: Lute Ata

Appointment Procedure Policy

The Appointment Procedure Policy was tabled for the Board to read and discuss.

Laura Geaney moved that the Appointment Procedure Policy be ratified.

Seconded: Loremie Murillo

Laura Geaney moved that the Principal's Report be accepted.

Seconded: Loremie Murillo

Finance Report

As tabled by Benjamin Kurian and viewed on the screen for the Board to read.

There was \$487,146 in the bank at the end of April 2024

Benjamin Kurian moved that the Finance Report be accepted.

Seconded: Lute Ata

The meeting finished at 7.15 pm with a prayer from Father Arul. A photo was taken of all Trustees and will be placed on the school website. The next meeting will be held on Thursday 27 June 2024 with Property Sub-committee to meet at 5.30 pm.

Action Plan

Action	Person Responsible	Deadline
Property sub-committee to meet at 5.30pm prior to the next BOT meeting.	All Trustees welcome	Next meeting Thursday 27 June
Board of Trustee Professional Development	All Trustees	Date to be determined
Investigation of the purchase of a school van.	Laura Geaney	Ongoing